

HOW TO SET UP YOUR CEDAR ACCOUNT

What is CEDAR?

It's an online portal that we use to communicate with parents/carers about their child. It contains lots of useful information about your child, including:

- Their attendance, punctuality and academic performance.
- Their timetable.
- Key updates from college staff.

You should login regularly to see how your child is progressing.

Log-in to CEDAR here: **cedar.connellsixthformcollege.com**

How do I set up a CEDAR account?

1. Click on this link to create an account:
cedar.connellsixthformcollege.com/auth/account/create
2. In the Parental Email box enter your email address (this needs to be the one you provided during enrollment, if you need to change it, email **studentrecords@connell.ac.uk**) and in the Student Reference box enter the six numbers beneath your child's name on their student ID card. Click the Submit Form button.
3. An email will be sent to you with a link. Click the link and set a password (it must be at least eight characters in length) to finish creating your account. The link expires after 24 hours.
4. You can then access CEDAR at any time using your personal email and password. Log-in here: **cedar.connellsixthformcollege.com**

Any problems or questions?

We will be happy to help you. Please email **info@connell.ac.uk** or call **0161 231 9200**.